

**DODGE COUNTY
HEALTH FACILITIES COMMITTEE MEETING
198 COUNTY DF
JUNEAU, WI 53039
DECEMBER 3, 2014**

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 8:15 a.m. with the following members present:

2. **ROLL CALL:**

Larry Bischoff
Lisa Derr
Jeff Duchac
John Fabisch
Tom Schaefer

ABSENT: None.

ALSO PRESENT: James Mielke, Dodge County Administrator; Russell Kottke, Dodge County Chairman; Jane E. Hooper, Clearview Administrator; Ann Schulz, Director of Nursing; Jackie Kuhl, Brain Injury Center Unit Coordinator; Lori Kurutz, Director of Support Services; Heather Ninmann, IID Household Specialist; Lindsay Kirchoff, Assisted Living Supervisor; Anthony Marchese, Director of Finance; and Angi Zilliox, Human Resource Specialist.

3. **APPROVAL OF MINUTES OF NOVEMBER 5, 2014 MEETING:** Motion made by Duchac to approve the November 5, 2014 Minutes; seconded by Schaefer. Motion carried.
4. **APPROVAL DEVIATING FROM THE AGENDA:** Motion made by Fabisch to deviate from the Agenda if required; seconded by Duchac. Motion carried.
5. **PUBLIC COMMENT:** None to report.
6. **COMMITTEE MEMBER REPORTS:** None to report.
7. **INVOLUNTARY DISCHARGES:** None.
8. **CENSUS REPORTS:**

CBIC:	21 of 30, with 1 admission later today
Clearview North:	131 of 140, with 1 admission by end of day
Clearview Behavioral Health 1/2:	20 of 20
ICF-IID (formerly FDD):	45 of 46
Trailview	3 of 4
Clearview Community Group Home:	3 of 4
Northview Heights (CBRF):	16 of 20

9. **ADMINISTRATOR'S REPORT:**

- **County Board Resolution / Finance Committee Authorization Related to Budget Adjustment:** A discussion was held regarding a Resolution being advanced to the County Board re: authorization related to a budget adjustment and its effect on Clearview operations.
- **State Survey Report:** Administrator Hooper turned the discussion over to Ann Schulz, Director of Nursing, and Lori Kurtz, Director of Support Services who presented potential findings from a recent on-site visit by the Department of Quality Assurance. The results of the complaint survey have not been received as yet. Hooper provided an update given on the Appeal on a previous citation and continues to work with the Reinhart law firm on a resolution. The Committee recommends following through on the appeal to the next step.
- **Dementia Redesign:** Administrator Hooper updated the Committee on a meeting held with the Department of Quality Assurance and the Department of Health Services in Madison on November 14, along with members of LeadingAge on dementia crisis centers. Further meetings are expected to be scheduled.
- **Restructure of Nursing Department:** Angi Zilliox, Human Resource Specialist, updated the Committee on the status of scheduled position changes in the nursing department. Restructure is complete and postings are up. New positions are expected to begin in January 2015.
- **Marsh County Health Alliance Financials:** The Health Facility Committee was presented with the information below; this information was also presented to MCHA's Board on November 25, 2014.

MCHA Utilization Report

The MCHA Utilization by County Report was distributed to MCHA members. All counties with residents currently residing on MCHA households are shown with number of patient days for January through August 2014. Each county's utilization is then calculated for January through August 2014.

MCHA Financials

The MCHA Program Income Statement was distributed to members. This report showed actual MCHA revenue and expense including allocated expenses through September 2014. There also was a column showing the 2014 MCHA budget through September and the actual MCHA revenue and expense through September 2014. Through the first nine months of 2014, MCHA showed a profit of \$232,387 compared to a budgeted loss of \$1,683,658. Also included in this report was information regarding our Medicaid rate, Clearview's payers' report, and detail of other income.

The Clearview Program Income Statement was also distributed to members. This report shows the revenue, direct expense for MCHA and non-MCHA households, as well as allocated overhead expenses. This report also shows the cost per day for direct and indirect departments as well as our total revenue and expenses. Through the first nine months of 2014 MCHA was showing a profit of \$232,387.

- **Holiday Bazaar Update:** Clearview's Holiday Bazaar was a huge success for Project Merry Christmas. Proceeds go to purchasing Christmas gifts for all residents within the Clearview Campus.
 - **Inspire Advertising:** Administrator Hooper reviewed Clearview's advertising campaign with regard to *Inspire* magazine. Keith Glasgow Photography was at Clearview on December 2 to take facility photographs for a January feature article.
 - **Northview Heights Remodel Project:** The Northview Heights remodeling project is complete. One room is occupied and the second room is anticipated to be occupied before the end of 2014.
 - **Retiree Update:** Administrator Hooper updated the Committee. Grace Dobratz, Director of Dietary Services, will be retiring; her last day is January 2, 2015.
 - **Approval of Friends of Clearview Expenditures:** Motion by Duchac to approve the requested expenditures in the amount of \$823.00; seconded by Fabisch. Motion carried.
10. **NEXT MEETING DATE: Wednesday, January 7, 2015, at 8:15 a.m.,** in the Towne Centre Conference Room on the first floor of Clearview, located at 198 County DF, Juneau, Wisconsin.
11. **ADJOURN:** There being no further business to come before the Committee, Motion by Schaefer to adjourn; seconded by Derr. Meeting adjourned at 10:36 a.m.

Dated this 7th day of January, 2015.

Respectfully submitted,



Thomas Schaefer, Secretary